



## WALTON COUNTY BOARD OF COMMISSIONERS

### Human Resources

303 S. Hammond Drive, Suite 331 - Monroe, GA 30655  
Office: 770-267-1329 ~ Fax: 770-267-1415 ~ Email: [hr.resume@co.walton.ga.us](mailto:hr.resume@co.walton.ga.us)  
Monday – Friday 8:00 a.m. – 5:00 p.m.

### **JOB OPPORTUNITY** **Internal and External Notification**

WALTON COUNTY IS AN EQUAL OPPORTUNITY EMPLOYER.

**POSITION TITLE:** Communications Officer    **DEPARTMENT:** 911 Central Communications

**ENTRY SALARY:** \$14.13– per hour, plus benefits    **PAY GRADE:** 12

**REQUIREMENTS:** Must be able to receive, monitor and dispatch emergency and non-emergency calls and radio communications traffic for Police, Fire, and Sheriff's Department throughout the County. Dispatches calls to appropriate area by radio. Documents radio traffic for all departments.

**MINIMUM QUALIFICATIONS:** High School diploma or equivalent .One to two years performing duties in the field of E911 communications or equivalent combination of education, training, skills, and abilities for this job. Must have possession of or ability to readily obtain Georgia POST communications officer certification and GCIC/NCIC certification.

**DEADLINE FOR APPLICATIONS:** 5 P.M. – May 21<sup>st</sup>, 2008

**REPLY TO:** Walton County Human Resources – 303 S. Hammond Drive, Suite 331 - Monroe, GA 30655

**POSTED: 05/08/2008**